

Neighborhood Community



Sustainability Grant

Lexington Fayette Urban County Government
Mayor Jim Newberry



Department of Environmental Quality
Commissioner Cheryl A. Taylor

Neighborhood Community & Sustainability Grant

General Criteria:

Sustainability: A "sustainable community" effort consists of a long-term integrated approach to developing and achieving a healthy community by addressing economic, environmental and social issues. The goal of sustainability is to enhance people's well-being while living within the ecosystem's carrying capacity. The development of a sustainable community will assure that citizens will have the opportunity to enjoy Lexington's environment now and in future generations. A sustainable community is not an option; it is necessity.

Who can apply: All Fayette County neighborhood and homeowner associations that are incorporated and have a complete slate of elected officers, churches, public and private schools.

Eligible Projects: Sustainability grants will be available for beautification projects (outside areas only), rain gardens, green roofs, rain barrel projects, community gardens, streamside restoration; recycling programs; the cleanup and restoration of illegal dumpsites; litter projects; street trees and other projects that are determined to improve the environmental health of the community and meet the principles of sustainability.

Ineligible Projects: Privately created illegal dumps may not be cleaned up with grant funds. Other ineligible activities include: channelization, dredging, bridges and dam construction/ repairs.

Funding: Maximum grant is \$2,500. *(No project will have a vested right to future funding.)* Please note that the selection panel may, at its discretion, award less than the maximum grant requested. Upon successful completion of the project, grant recipients will be reimbursed for eligible expenses up to a maximum of the awarded grant amount.

Match A 100% match is required. A match can be materials or services or a combination of both. Documentation must be provided on the value of all in-kind supplies, materials and services. In-kind matches may also include items such as documented use of vehicles or machinery, or meals for volunteers. Documented volunteer hours will be valued at the federal minimum wage rate. ***The Grant Review Committee will have the final say in assessing the value of in-kind contributions.*** The purpose of the sustainability grant is to encourage residents to work collaboratively and creatively to find ways to improve the environmental health of our neighborhoods, and ultimately, our community.

Grant Criteria: Projects must meet the following criteria:

- The project must directly enhance the environmental quality of some aspect of the neighborhood.
- The project must relate to sustainability principles.
- The project must be in compliance with applicable federal, state and local laws and regulations.
- The project must be nonprofit in nature.
- The project must have lasting and/or direct benefit to the neighborhood.
- The general purposes to be accomplished by the project must be within the City's legal authority and be an improvement for the public benefit.
- The recipient must provide written documentation to the City as proof of program expenditures.
- The project must be located in Fayette County.

Grant Selection:

- Determined by the Grant Review Committee using the grant criteria listed above.
- Grant Review Committee will make recommendations to Urban County Council for final approval and grant award.
- Application will not be considered if any required paperwork is missing or the application is filed past the deadline.
- Partial funding of a worthy proposal may be offered. The grantee(s) will have the option of accepting or rejecting the partial funding.

Timeline

Applications must be received by **3 p.m. March 31**. Awards will be made in **April**. Incomplete or late applications will not be considered. The grant recipients will have **one year** from award of the grant to complete the project. (**Deadline extension will NOT be approved**).

Applications should be mailed or delivered to:

LFUCG - Division of Environmental Policy

Attn: Louise Caldwell-Edmonds

200 E. Main Street 9th Flr.

Lexington, KY 40507

Eligible Reimbursements: Grant related supplies and materials, equipment rental fees, and disposal fees.

Ineligible Grant Reimbursements:

Digital cameras; camcorders; tire buy-backs; advertising costs, employee salaries (regular and temporary staff); meals; travel; and membership dues. *These items may be used as in-kind match.*

These grants will be awarded to support innovative programs that will result in a safer, cleaner, healthier environment.

**Neighborhood and Community Sustainability Grant
Application**

This application can be recreated to accommodate longer answers than space allows here. Please be sure to include all questions and information when recreating the application. The application is also on the LFUCG Environmental Quality website in Adobe format, which can be downloaded and filled out online.

1. Name of grant applicant:

Mailing address and zip code:

_____ Zip _____

List the name and daytime phone number of two project managers who are authorized to represent the applicant in all matters related to the grant. **Please list an e-mail address for each, if available. ONE of these contacts MUST attend the grant training as a condition of receiving a grant, however both are strongly encouraged to attend.**

Primary Project Manager

Name: _____

Address: _____

City _____ Zip _____

Phone number & Email address:

Secondary Project Manager

Name: _____

Address: _____

City _____ Zip _____

Phone number & Email address:

2. List any partner organizations and or support agencies and provide contact names that will participate in this project.

Supporting

Organization: _____

Address _____

Contact: _____

Phone number: _____

Email address: _____

3. On a separate sheet of paper, describe the overall project and its specific environmental benefits. **Be sure the application is for one project only.** This overview should include the following elements and be no more than 2 pages: (Up to 40 pts.)

- Overall goals of project
- Discussion of environmental benefits
- Discussion of other tangible results and benefits to the community
- Role of supporting organization(s)
- Justification for budget line items
- If applicable, clearly define any project that is proposed on LFUCG property and the agency with the responsibility for that property (See contact list below).

Prior written approval must be obtained from the agency affected.

Parks and Recreation, Alana Insko- ainsko@lfucg.com,

Planning (green space)– Keith Lovan – klovan@lfucg.com,

Streets, Roads & Forestry (street trees) – Tim Queary tqueary@lfucg.com,

Waste Management (recycling) – Richard Boone – rboone@lfucg.com,

Environmental Policy – Louise Caldwell-Edmonds – louisec@lfucg.com.

If your neighborhood lies within an H-1 Historic District and the project requires modifications, approval may be required from the Division of Historic Preservation. Please contact at 258-3265 for information.

4. Please explain how this project improves the quality of life. (Up to 15 pts.)

5. Describe how this project creates a sense of community and strengthens volunteerism. (Up to 20 pts.)

6. Community involvement and education encourages environmentally responsible behavior. How will your community be involved in this project? (Up to 25 pts.)

7. Provide a detailed site location (including driving directions) of the proposed project. Provide address location (or nearest house address) and if applicable, label photos for each site.

8. Complete the included budget table. Please remember, if an item is not included in your budget, it may not be a reimbursable expenditure. (An example has been included to help you with the preparation of your budget).

9. Provide your proposed schedule for your project. (An example is included).

Signature of Applicant

Date

Title or Position

**** Optional: Letter(s) of support from partner organization(s), businesses, civic organization(s), or support agency may be submitted on a separate sheet. (Though not required in the application process, letters of support can be a useful tool in demonstrating community involvement with your project).**

Budget Table Example

Organization	Activity	Item & Rate	Units	Grant Cost	In-Kind Match Cost
Grant Recipient	Remove & Dispose of litter	25 volunteers @ \$7.25 per hour	12 hours to complete		\$2175
Supplier	Do Not Litter Signs	\$55 ea.	2	\$110.00	
Supplier	Rental Equipment (Bobcat)	Hourly rate - \$35.00 per hour	16 hours	\$560.00	
Supplier	Landscaping	Landscape timbers @ \$10 ea.	45	\$450	
Supplier	Landscaping	Mulch @ \$4 ea	50 bags	\$200	
Supplier	Landscaping	Flowers	8 trays @ \$20 ea.	\$160	
Supplier	Landscaping	Shrubs	30 shrubs @ \$34 ea.	\$1020	
Grant Recipient	Install planter boxes and flowers	6 volunteers @ \$7.25 per hour	7.5 hours		\$325
Total				\$2500	\$2500

Schedule Example

Activity	Date
Grant Award	April
Identify & Sign up volunteers to work on project	April
Determine task necessary to accomplish project and make assignments to volunteers	April - May
Conduct project training and purchase necessary materials	June - July
Begin project - List major task milestones for completion	July
Complete project & file documentation with LFUCG	October - December
LFUCG inspection of project	December
Final approval and reimbursement	December - January

Requirements:

- The primary project manager, listed in the application must attend grant training provided by the LFUCG. Lack of attendance will result in forfeiture of grant funds. Grant recipients may not expend grant funds until completion of the initial site visit by LFUCG staff.
- A representative of the church community, public or private school, or neighborhood organization receiving the grant is invited to attend the grant announcements.
- The Division of Environmental Policy reserves the right to audit all grant recipients in all matters related to the Neighborhood Community and Sustainability Grant.
- If a grant recipient is unable to complete the project within one year period, the grant fund will revert back to LFUCG. Extension request to the one year project period will not be considered.
- **One (1) original and three (3) copies of the application must be submitted to the Division of Environmental Policy, 200 East Main Street, 9th Floor, Lexington, KY 40507. If pictures or maps are included in the original grant application, photocopies, of those items are acceptable for the copies of the application.**

If you have questions about whether or not a project is eligible, contact Louise Caldwell-Edmonds with the Division of Environmental Policy at 425-2804 or email louisec@lfucg.com.

Application must be postmarked by March 31
in order to be considered

MAIL COMPLETED FORMS TO :
LFUCG - Division of Environmental Policy
Attn: Louise Caldwell-Edmonds
200 E. Main Street 9th Flr.
Lexington, KY 40507

Environmental Quality

